

**Washington County  
Personal Property Tax Notice  
2010  
Signed Statement**

**MAKE CHECKS PAYABLE TO:**  
Washington County Assessor  
87 N 200 E Ste 201  
St George, UT 84770  
(435) 634 - 5703

**THIS RETURN SUBJECT TO AUDIT AND VERIFICATION**

LINE 1: TOTAL MARKET VALUE ASSUMING NO CHANGE FROM LAST YEAR	\$0	
	(1)	
LINE 2: IF THERE HAS BEEN AN INCREASE OR DECREASE IN THE COST OF SUPPLIES (CO2) AS SHOWN ON THE "SUMMARY OF MARKET VALUE OR PREVIOUS YEAR" ON PAGE 1, ENTER THE AMOUNT OF INCREASE OR DECREASE ON LINE 2, OR IF NO SUPPLIES WERE REPORTED IN THE PREVIOUS YEAR ENTER THE COST OF SUPPLIES ON HAND AS OF JANUARY 1, 2010		(+/-)
	(2)	
IF YOU HAVE ACQUIRED OR DISPOSED OF ANY PERSONAL PROPERTY DURING 2009 PLEASE COMPLETE SCHEDULE A AND ENTER THE AMOUNT FROM LINE 12 SCHEDULE A HERE ON LINE 3.		
LINE 3: AMOUNT FROM LINE 12 SCHEDULE A	(3)	
LINE 4: TOTAL OF LINES 1, 2 AND 3	<b>TOTAL TAXABLE VALUE</b>	
	(4)	

**(If the total on Line 4 is \$3,800 or less, STOP, do not calculate the tax at this time, go to the Exemption Application below. If \$3,801 or greater, continue to line 5. DO NOT DEDUCT \$3,800.)**

LINE 5: MULTIPLY LINE 4 BY TAX RATE, ENTER RESULT IN TAX AMOUNT District:		
IF YOU HAVE MOVED DURING THE YEAR, PLEASE CONTACT THIS OFFICE FOR NEW TAX RATE - (435) 634 - 5703	TAX RATE	TAX AMOUNT

LINE 6: TAX AMOUNT FROM LINE 5 **PAY THIS AMOUNT**

THIS RETURN MUST BE FILED AND PAYMENT MADE NO LATER THAN **MAY 17, 2010** FAILURE TO FILE A RETURN IN A TIMELY MANNER SHALL RESULT IN A PENALTY EQUAL TO 10% OF THE ESTIMATED TAX DUE BUT NOT LESS THAN \$100.00.

**Application for Exemption (Utah Code 59-2-1115):** I hereby apply for exemption from property tax based on the value detailed and listed herein. I understand that this declaration is subject to review and audit and will make all relevant records available upon request. I understand that this is an application for exemption and not official until granted by the Board of Equalization. The Assessor will submit this form to the Board on behalf of the applicant. This exemption is determined by ownership. If you have tangible personal property at different locations and file more than one personal property statement, the total value of all tangible personal property at all locations will determine exemption eligibility.

Does the applicant listed above own property listed on other personal property statements at other locations within the county?  
☐ Yes ☐ No If "Yes" please list the other account numbers in the space below:

I hereby certify that the taxable value of all tangible personal property owned by the legal entity listed above is **\$3,800** or less.

Signature \_\_\_\_\_ Date \_\_\_\_\_

**APPEALS NOTICE:** IF YOU HAVE ANY QUESTIONS OR WISH TO APPEAL THIS VALUE, YOU MUST DO SO WITHIN 30 DAYS. PLEASE CONTACT WASHINGTON COUNTY ASSESSORS OFFICE (435) 634 - 5703

I, \_\_\_\_\_ DO SWEAR THAT THE ABOVE FIGURES REFLECT FULL, TRUE AND CORRECT ACCOUNTING OF ALL PERSONAL PROPERTY WITHIN \_\_\_\_\_ WASHINGTON COUNTY, STATE OF UTAH, SUBJECT TO TAXATION, WHICH WAS OWNED, CLAIMED, POSSESSED, OR CONTROLLED AT 12 NOON, ON THE FIRST DAY OF JANUARY, THIS YEAR BY SUBJECT TAXPAYER AND THAT NO PROPERTY HAS BEEN TRANSFERRED OUT OF SAID COUNTY OR DISPOSED OF FOR THE PURPOSE OF AVOIDING ANY ASSESSMENT UPON SAME.

DATED: \_\_\_\_\_ SIGNATURE OF TAXPAYER OR AGENT: \_\_\_\_\_

Account Number: \_\_\_\_\_

**OWNER OR PAYEE**

**PROPERTY LOCATION**

TELEPHONE NUMBER \_\_\_\_\_  
 BUSINESS LICENSE NUMBER \_\_\_\_\_  
 SALES TAX NUMBER \_\_\_\_\_

# **Instructions for 2010 Personal Property**

1. **Deadline date for filing: May 17, 2010. Penalties will be applied May 18**

**\*\* NO EXTENSIONS\*\***

## **2. 2010 TOTAL MARKET VALUE EXEMPTION**

Exemption amount for 2010 is **\$3800**.

The Signed Statement will **not** be accepted without an itemized list of your equipment **except** for Class 4. If your total taxable value is \$3800 or less, sign the Application for Exemption Box on the Signed Statement. **If you have personal property at multiple locations in Washington County and file more than one Personal Property Statement, the total value of all locations will determine exemption eligibility. IF YOU QUALIFY, DO NOT SEND MONEY. If the Signed Statement is not received in our office by May 17, you will not be granted the exemption and you will be assessed the Failure to File penalty of 10% or no less than \$100 in addition to the tax amount due. PENALTIES WILL NOT BE WAIVED.....NO EXCEPTIONS.**

## **3. CLASS 4 EXPENSED PERSONAL PROPERTY REQUIREMENTS**

- A. Must meet definition of Class 1 (Short lived Property) Class 3 (Short lived Equipment) or Class 12 (Computer Hardware) See Percent Good Table
- B. Must have an Acquisition Cost of \$1,000 or **LESS**.
- C. Once the election is made, you may **not** change the class of the item in the future. **Only newly acquired items that qualify can be assigned to Class 4.**
- D. If an item is sold or disposed of prior to the time it becomes exempt or reaches a percent good of 15% or less, the taxpayer shall continue to pay taxes according to the schedule. (See the Percent Good Table)
- E. Taxpayer cannot appeal the values.
- F. County shall not require itemization of expensed property.
- G. County shall not track expensed items. In residual year cost must be deleted from system.
- H. Taxpayer must provide itemization of property only when audited.

## **4. ADDITIONAL PERSONAL PROPERTY EXEMPTION REQUIREMENTS**

- A. Has an acquisition cost of **\$1,000** or **LESS**. Equipment **must** be itemized.
- B. Has reached a percent good of 15% or less according to the **Percent Good Table provided by the State Tax Commission.**
- C. Applies to Classes 1, 5, 7, 8, 12, 15, 16, 22.

**PLEASE READ THIS LETTER IN ITS ENTIRETY**  
**FAILURE TO COMPLY WITH INSTRUCTIONS MAY RESULT IN A HEAVY PENALTY**  
**DO NOT IGNORE THIS LETTER**

**Enclosed is your 2010 Signed Statement of Personal Property.**

**If you are no longer in business, changed ownership or changed names, please make a notation of the changes and return the form to our office.**

**Line 1** is the 2010 market value of assets reported last year.

**Line 2** asks for the one month cost of supplies. This amount can be determined by taking the one year total cost of supplies and dividing it by 12. Supplies on hand include all office supplies, replacement parts, maintenance supplies and consumable items **NOT** held for sale in the ordinary course of business. **Inventory items are not included.** If there is a figure printed there, that is what was reported to us last year. This amount can be changed according to the changing costs of supplies. Just line through the printed amount and write in the current amount. Do not repeat supplies on the Schedule A.

**Line 3** is for the amount from line 12 on your Schedule A. **If you are a new business** or have not previously filed, you will need to list **all of your equipment**, the year it was purchased and the purchase price when new, on Part 1 of the Schedule A **OR** include a separate spread sheet with this information. Multiply the acquisition cost/purchase price by the percent good factor from the Percent Good Table to determine the market value of the item.

**Enter the total Market Value from the bottom of Schedule A on Line 3 of the Signed Statement.**

If you have filed a Signed Statement in previous years with equipment detail, on Schedule A, list only those items acquired/purchased in 2009 in Part 1 and items disposed of in Part 2. **Determine the total Market Value and enter on Line 3 of the Signed Statement.**

Use the market value listed in the Statement for disposed items. If you have not acquired/purchased or disposed of any property during 2009, this line can be left blank. While you may send your own spread sheet, you must show deletion/addition detail.

**Line 4** is your total taxable value (add lines 1, 2 & 3). **If the total on Line 4 is \$3,800 or less, STOP. Do not calculate the tax at this time. Go to the Application for Exemption on the Signed Statement. If the total on Line 4 is \$3,801 or greater, continue on to Line 5. DO NOT DEDUCT \$3,800.**

**Line 5** is the tax rate for the taxing district of the physical (situs) address of your business. If your business has moved during the year, please call us for the correct tax rate for the new location.

**Line 6** Multiply Line 4 by the tax rate on Line 5. The total is the tax dollar amount due.

If you have leased assets, enter items in space provided at the bottom of page 2 of the Signed Statement. **Do not include them in your list of equipment on Schedule A.**

**RETURN FORMS AND MAKE CHECK PAYABLE TO:**

Washington County Assessor, 87 N 200 E, Ste 201  
St George UT 84770 **Phone: 435-634-5703**



COMPANY NAME: \_\_\_\_\_ ACCOUNT NUMBER: \_\_\_\_\_

## SCHEDULE A

### PERSONAL PROPERTY ACQUIRED OR DISPOSED OF

**PART 1: \*If you have never filled out a Personal Property Tax Notice or a Schedule A, list all items used in your business, the year the items were acquired, and the purchase price.**

**Otherwise list personal property acquired during the last calendar year.**

**Identify the acquisition cost and calculate the market value using the PERCENT GOOD TABLE.**

Class / Code	Item Description	Year Acquired	Cost Or Purchase Price	Percent Good Rate	Market Value

**Line 10: Total market Value of Property Acquisitions:**

\$

(10)

**PART 2: Personal Property disposed of during the last calendar year.**

**Property cannot be deleted in this section unless it is printed in your Signed Statement.**

**Identify the market value to be deleted using the Signed Statement list.**

Class / Code	Item Description	Year Acquired	Cost Or Purchase Price	Percent Good Rate	Market Value

**Line 12: Total Market Value of Property Disposals:**

\$

(11)

**PART 12: Line 10 minus line 11 (Transfer this amount to line 3, page 1)**

\$

(12)

**RETURN ONE COPY - KEEP ONE COPY FOR YOUR RECORDS**  
(If more space is needed, this form may be duplicated)